



Nevada State Board of Medical Examiners

*** * * M I N U T E S * * ***

OPEN SESSION BOARD MEETING NEVADA STATE BOARD OF MEDICAL EXAMINERS

video-conferenced between the

Conference Rooms of the Nevada State Contractors Board Offices

9670 Gateway Dr, #100, Reno, NV 89521 and 2310 Corporate Cir, #200, Henderson, NV 89074

FRIDAY, SEPTEMBER 26, 2003 - 3:00 p.m.

**MEMBERS PRESENT
IN RENO:**

Cheryl A. Hug-English, M.D., President
Jaculine C. Jones, Ed.D., Vice President
Robin L. Titus, M.D.

**STAFF PRESENT
IN RENO:**

Larry D. Lessly, J.D., Executive Secretary/Special Counsel
Drennan A. Clark, J.D., Deputy Executive Secretary/Special Counsel
Maureen E. Lyons, Deputy Executive Secretary/Information Systems
Administrator
Stephen D. Quinn, J.D., Deputy General Counsel

**MEMBERS PRESENT
IN HENDERSON:**

Donald H. Baepler, Ph.D., D.Sc., Secretary-Treasurer
Sohail U. Anjum, M.D.
Stephen K. Montoya, M.D. (arrived at 3:15 p.m.)
Javaid Anwar, M.D.

**STAFF PRESENT
IN HENDERSON:**

Trent S. Hiatt, Investigator

MEMBERS ABSENT:

Joel N. Lubritz, M.D.
Marlene J. Kirch

AGENDA ITEM 1

Call to Order and Announcements - Cheryl A. Hug-English, M.D., President

The meeting was called to order by Cheryl A. Hug-English, M.D., President, at 3:00 p.m.

Dr. Hug-English stated that on behalf of herself and the board members and staff, she extends good wishes to Mrs. Kirch, who recently broke her hip.

Mr. Clark announced that the Federation of State Medical Boards of the United States, Inc. has been approved to conduct the audit of the board, which audit was directed by the Legislature.

Mr. Clark advised that Mr. Quinn would be attending the *Federation of Associations of Regulatory Boards' 11th Annual Attorney Certification Seminar* to be held October 23 - 26, 2003 in Portland.

Mr. Clark encouraged board members to notify staff should they wish to attend the *Federation of State Medical Boards of the United States, Inc.'s Board Member Workshop: Medical Boards and the Impaired Physician* on November 15, 2003, in Las Vegas.

AGENDA ITEM 2

Consideration of Purchase and Installation of Video-Conferencing Equipment

Mr. Clark advised that since the video-conferencing equipment purchase will be at a cost of approximately \$40,000.00, it required Nevada State Purchasing Department involvement. He stated that currently, the purchase is out to bid. He added that once a bid is accepted by the Nevada State Purchasing Department, then the purchase will be made.

Mr. Clark advised that he visited some prospective locations in the Las Vegas area at which the board might be able to install its video-conferencing equipment, so that meetings could be video-conferenced from the board's Reno office to the Las Vegas area. He recommended that the board consider utilizing the Nevada State Board of Dental Examiners' conference room, as it is of appropriate size, and the dental board is willing to allow installation of the equipment and the medical board's use of the dental board's conference room for meetings at the medical board's convenience. He advised that, in return, the dental board would be allowed to use the board's video-conferencing equipment and its Reno office conference room for dental board video-conferenced meetings.

Discussion ensued. Dr. Montoya arrived at the meeting.

Dr. Titus moved to install the video-conferencing equipment in the Nevada State Board of Dental Examiners' conference room in Las Vegas, once the video-conferencing equipment is purchased, and utilize the Nevada State Board of Dental Examiners' conference room in Las Vegas for Nevada State Board of Medical Examiners' video-conferenced meetings, as recommended by Mr. Clark. Dr. Anwar seconded the motion, and it passed unanimously, with the Chair voting in favor of the motion.

AGENDA ITEM 3

Consideration of Appointment of License Application and Malpractice Review Committee

Dr. Hug-English reminded members of the heavy load of appearances for consideration of applications for licensure at the last meeting that were based on the applicants' history of malpractice. She stated that members had requested that staff propose a means by which such a heavy load could be alleviated. She advised that this item is on the agenda for consideration as such a means.

Mr. Clark recommended that the board consider forming a License Application and Malpractice Review Committee to review all applications for medical licensure from applicants who have been involved in cases of malpractice in the amount of \$200,000.00 or less and all applications for practitioner of respiratory care licensure from applicants without significant problems, as identified by board staff. He advised that the committee membership would consist of the three board members who would not currently be members of the Investigative or Internal Affairs Committees. He stated that the committee would meet to review these applications approximately one month prior to a scheduled board meeting and would recommend to the board at its meeting approval of the applications that the committee finds to be acceptable for licensure. He added that applicants would not appear before the committee at the time that the committee meets to consider their applications.

Discussion ensued.

Dr. Jones moved to approve the formation of the committee as recommended by Mr. Clark. Dr. Anwar seconded the motion, and it passed unanimously, with the Chair voting in favor of the motion.

Dr. Hug-English appointed the following members to the License Application and Malpractice Review Committee: Dr. Hug-English, Chairperson; Dr. Jones; and Dr. Anwar. She directed that the committee conduct its first meeting prior to the December board meeting.

AGENDA ITEM 4

Consideration of a Second Board Office to be Located in Las Vegas (Tabled from September 4, 2003 Board meeting.)

Dr. Baepler suggested that this agenda item not be removed from the table at this time and that it should be placed, instead, on the agenda of the board's regularly December meeting.

This agenda item remained tabled.

AGENDA ITEM 5

Consideration of Additional Office Space at the Reno Board Office and Associated Costs

Mr. Clark explained the need for additional office space for the board's expanding staff. He described the additional space, how it would be utilized and the cost for the additional space that would be added to the board's existing lease.

Dr. Titus moved to add to the board's lease the additional office space as described by Mr. Clark. Dr. Jones seconded the motion, and it passed unanimously, with the Chair voting in favor of the motion.

AGENDA ITEM 6

Consideration of Additional Staff Positions

- Investigator
- License Specialist
- Executive Assistant to the Executive Secretary/Special Counsel

Mr. Clark reminded members that Mr. Lessly advised the board at its last meeting that he may need to hire another investigator and license specialist prior to the December board meeting, due to the staff's increasingly heavy work load. He advised that, in this regard, upon Kasey M. Miller's return from maternity leave and subject to formal approval of the new position, she will make a lateral move to the Licensing Department as a new License Specialist and the search process for an additional Investigator has begun.

Dr. Titus moved to approve the addition of a new License Specialist and a new Investigator to board staff, as described by Mr. Clark. Dr. Anwar seconded the motion, and it passed unanimously, with the Chair voting in favor of the motion.

Mr. Clark advised that he has a prospective candidate for another new position he recommends be added to board staff, that of Executive Assistant to the Executive Secretary/Special Counsel. He stated that this person worked with him during his former employment with the Attorney General's office and will be able to take on some of the duties of the Information Systems Administrator, once Mrs. Lyons retires, and of the Administrative Assistant to the Executive Director/Special Counsel, which was Mrs. Miller's former position. He advised that he has tentatively offered the prospective candidate for this proposed new position a starting annual salary of \$53,000.00.

Dr. Jones moved to approve the addition of the new position of Executive Assistant to the Executive Secretary/Special Counsel and the starting salary as described by Mr. Clark. Dr. Anwar seconded the motion, and it passed unanimously, with the Chair voting in favor of the motion.

AGENDA ITEM 7

Consideration of Setting of Biennial Registration Fee for Practitioners of Respiratory Care

Mr. Clark advised that board staff recommends that the fee for biennial registration for practitioners of respiratory care remain at \$200.00 for the March 1, 2004 through February 28, 2006 biennium.

Dr. Baepler moved to approve the fee for biennial registration for practitioners of respiratory care as recommended by Mr. Clark and board staff. Dr. Montoya seconded the motion, and it passed unanimously, with the Chair voting in favor of the motion.

AGENDA ITEM 8
Matters for Future Agenda

Dr. Titus stated that she looks forward to giving her report on the *Federation of State Medical Boards of the United States, Inc.'s Committee on Post-Licensure Competency Meeting* she attended on September 10 & 11, 2003 in Dallas, Texas.

AGENDA ITEM 9
Public Comment

There was no public comment.

ADJOURNMENT

Dr. Hug-English adjourned the meeting at 3:50 p.m.